

CODIB-D-96
27 February 1962

UNITED STATES INTELLIGENCE BOARD
COMMITTEE ON DOCUMENTATION

Field Trip to ACIC, St. Louis

1. As discussed at the last CODIB meeting, arrangements have been made with the Air Force Aeronautical Chart and Information Center (ACIC), St. Louis, Missouri, for a briefing on their information processing and documentation activities on Friday, 16 March 1962. CIA does not plan to charter a plane this time, hence travel arrangements should be made by each member agency for its own personnel. No specific agency or departmental quotas have been established; as an adjustable rule of thumb we might plan on two representatives per member agency.

2. It would probably be best to leave for St. Louis late Thursday afternoon since ACIC opens its doors at 0830 hours, and we want to begin at that time; the briefing will continue until close of business at 1630. The Center does not have visitors quarters, hence, again, arrangements should be made separately. The Sheraton-Jefferson Hotel has been suggested as a convenient location, with transportation available from the Center.

3. Each agency, using its own security channels, should forward a statement of security clearance level, including special clearances held, for each prospective attendee to Commander, Aeronautical Chart and Information Center, 2nd and Arsenal Streets, St. Louis, Mo. Attention: Security Officer. The individual's rank or grade should also be included.

4. Would you please call the names of those planning to attend to the Secretary
no later than noon Wednesday, 14 March 1962.

Paul A. Borel
Chairman